

TENNESSEE DEPARTMENT OF ECONOMIC AND  
COMMUNITY DEVELOPMENT



**SELECT TENNESSEE**  
**Site Development Grant**

# Application

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**I. APPLICANT INFORMATION**

Property Name: \_\_\_\_\_

Property Address: \_\_\_\_\_

County (where site is located): \_\_\_\_\_

City (where site is located): \_\_\_\_\_

Applicant Organization: \_\_\_\_\_

Contact Name: \_\_\_\_\_

Title: \_\_\_\_\_

Phone: \_\_\_\_\_

E-mail: \_\_\_\_\_

Federal ID Number: \_\_\_\_\_

Have you completed a Step 1 Application for Select Tennessee Certified Sites for this property? Yes      No

If yes, did you receive a site visit from Austin Consulting (or Foote)? Yes      No

Has this site receive an InvestPrep site visit from KPMG Consulting? Yes      No

If yes, has this site received funding through TVA InvestPrep?      Yes      No

**II. PROJECT OVERVIEW**

**(Please attach additional pages for each question as necessary)**

Describe the project in detail. Include information on site acreage impacted, stand alone site or part of an industrial park, proposed actions, and desired results.

\*\*\* Total Cost of proposed project: \_\_\_\_\_

\*\*\* Grant Request: \_\_\_\_\_

\*\*\* Amount and Source of Matching Funds: \_\_\_\_\_

**III. PUBLIC BENEFIT/IMPACT**

**(Please attach additional pages for each question as necessary)**

County Tier Level: 1,2, or 3 \_\_\_\_\_

Will this project directly or indirectly impact a distressed county? YES      NO

If yes, please describe impacts and provide any supporting documentation that supports your explanation.

Unemployment Rate for most recent quarter: \_\_\_\_\_

Per Capita Income: \_\_\_\_\_

What is the economic condition of your community (e.g. job losses in the past 3 years, unemployment history, recent announcements, etc.)?

Is there currently any public opposition to your project? If yes, please describe. YES NO

Is this site included in any strategic plan? YES NO  
If yes, please attach.

Does this project align with that strategic plan? YES NO  
If yes, please reference page/section in report.

#### **IV. PERFORMANCE MEASURES**

**(Please attach additional pages for each question as necessary)**

What opportunities have been missed due to an absence of product or due to inadequate product? Provide specific examples.

How will this improvement make the site more marketable or a better product?

If this site is not certified, would these improvements lead to certification? If not, what else would need to be accomplished? Please elaborate.

Yes          No          N/A

Are there any other needs beyond requirements for certification that would be needed for the site to be in final market position? If so, please describe the needs and how this proposed project addresses them.

**V. LEVERAGED RESOURCES**

**(Please attach additional pages for each question as necessary)**

What work has been done on this site to date? When was this work done?

How much money has been invested in this site to date - by whom and for what?

What other initiatives have either been planned or are currently in process to improve this site?

What other resources would be leveraged by this grant?

In what other state administered or federal programs administered by the State has your community participated in the last three years?

ThreeStar  
Tennessee Downtowns / Main Street  
FastTrack  
Retire Tennessee  
Adventure Tourism  
CDBG  
DRA Grants  
ARC Grants

## **VI. IMPLEMENTATION**

**(Please attach additional pages for each question as necessary)**

### **Budget**

Provide a detailed budget, including:

- Construction Detail
- Any engineering costs (Design, Construction Administration, Other Engineering)
- Any other costs

Provide an explanation of how this budget was determined.

Provide documentation regarding where the match will be obtained and the status of these funds.

**(Match must be in place by time of contract. A resolution from the source of the funds will be required by that date if appropriate.)**

We have included a budget form on pages 13-14 that follows TNECD contract requirements that must be completed.

#### **Easements/Permits**

Are all easements and permits in place? Yes      No  
If yes, then attach documentation.  
If no, give status of obtaining these.

#### **Timeline**

Attach a detailed project timeline. The timeline should begin July 1, 2016.

**Can your project be completed within 18 months of contract execution?**

Yes      No

**What is your experience with site development?**

What is your experience with site development?

What is your experience with site marketing?

What is your experience with managing State grants?

Describe your community's plans to market the site at the completion of this project.

Have you identified targeted potential users for your site? YES NO

If yes, what are they and how did you determine this target? Has there been interest in this site by these industries?

### **Environmental Background**

Provide a brief physical description of the **site** noting previous disturbance, topography, vegetation, wetlands/bodies of water and anything else present on the site including manmade structures.

Are any of the following available on the property? If yes, please provide copies.

- Phase I Cultural Resource Survey
- Phase I Environmental Site Assessment
- Hydrology/Wetland Determination (include maps)
- Threatened and Endangered Species information, including habitat assessments or surveys

Will the project be impacting a floodplain or wetland area? Yes No

Is there any known hazardous or toxic contamination on the site? Yes No

Will the project impact any known archeological sites, building or structures?  
Yes      No

Will trees be removed as part of this project? Yes      No

### **Preliminary Engineering**

A preliminary engineering/architectural report must be included.

It must be stamped, signed and dated by a qualified professional registrant in accordance with state law to be accepted.

The preliminary engineering/architectural report should conform to commonly accepted engineering standards.

The construction cost budget should be in the same format as a bid schedule, be estimated to a whole dollar number and match the construction amount in the project budget.

### **Maps and Photographs**

The following should be included in the Appendix (**project boundaries should be defined on all**):

- Map that outlines proposed project
- Location map
- Aerial map
- Utility map
- Floodplain map
- Topo map
- Pictures of the site

These maps/photos may be combined into fewer maps as long as the details of each topic listed are identified.

**Final Certification/Checklist:**

Application to the Select TN Site Development Program does not guarantee an award.

Final project budget and design are subject to negotiation by the Site Development Program Advisory/Review Committee.

Project will be completed as awarded and all costs overruns will be the responsibility of the grantee.

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Printed Name

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Signature

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Date



**GRANT BUDGET DETAIL**

LINE-ITEM DETAIL FOR: 'DfcZ'ggjcbU': YY	AMOUNT
<b>TOTAL</b>	

LINE-ITEM DETAIL FOR: CH Yf'Bcb!DYfgcbbY'9I dYbgYg	AMOUNT
<b>TOTAL</b>	